International (Residency) Program Review and Accreditation Committee

Role
The International residency Program Review Accreditation Committee (IPR-AC) is a subcommittee that reports to the Accreditation Committee. The Accreditation Committee has delegated responsibility to the IPR-AC for the development and oversight of the international accreditation process, including international program review for residency programs.

The primary role of the IPR-AC is to support a process for international program accreditation for residency education. The committee accomplishes this role through the development of international standards and an objective process to determine what level of program review is appropriate for each jurisdiction requesting such a review. In addition, the IPR-AC will ensure that international residency programs accredited by the Royal College meet the requirements and guidelines for accreditation and are conducted in a manner that permits graduates of the programs to achieve a level of competence comparable to the graduates of Canadian residency programs.

Responsibility and Authority
The IPR-AC is responsible to the Accreditation Committee for the processes related to international program review and international accreditation. All standards will be equivalent to current accreditation standards and policies. Criteria will be aligned as much as possible with existing accreditation policies and criteria relating to Canadian programs.

The IPR-AC has the following responsibilities and authority:

- Develops, maintains, and recommends to the Accreditation Committee the policies, standards, and criteria for recognition of international programs, International Accreditation Standards, and the categories of accreditation for international accreditation;
- Reviews the reports of international programs which have been reviewed; and
- Determines the level of accreditation to be granted to each international residency program, consistent with Royal College standards, regulations, policies, and guideline.

Composition
The IPR-AC will have 10 voting members, including the chair and a vice-chair. The chair is an ex-officio voting member of the Accreditation Committee. The chair or a designate is also an ex-officio voting member of the Residency Accreditation Committee (Res-AC) to ensure consistency between domestic and international accreditation of residency programs.
The specific composition of the IPR-AC is determined as appropriate and will include:

- the chair or designate of the Residency Accreditation Committee to ensure consistency between domestic and international accreditation of residency programs;
- a representative from the Board of Royal College Canada International;
- Fellows in good standing; and others as deemed appropriate.

Key Competencies and Characteristics
Generally, committee members should possess the following key competencies and characteristics:

- Demonstrated knowledge of Royal College accreditation standards;
- Experience in postgraduate medical education gained by participation in Royal College accreditation reviews or as demonstrated by experience as a Postgraduate Dean or Chair of a Specialty Committee;
- Knowledge of policies and procedures relating to accreditation of postgraduate training programs;
- An ability to integrate strategic thinking and risk management in the formulation of accreditation policies and standards; and
- Ability to strategize on new directions and processes for international accreditation.

It is preferable that members also have the following experience: participation in at least one international program review; and have been a member of the Royal College Residency Accreditation Committee.

Term of Office
The usual term of office of the chair is two years, renewable once (maximum of four years). The term of the vice-chair is one year, renewable three times (maximum of four years). The usual term of office for members is two years, renewable twice (maximum of six years). The terms of office take effect as stipulated so long as the member’s total years of service on the committee do not extend beyond 10 years.

All terms shall begin and end at the time of the Annual Meeting of the Members when vacancies need to be filled.

Meetings
The IPR-AC meetings will be conducted face to face and via teleconference, two to four times per year.

Quorum consists of a majority of the voting members of the committee (i.e., 50% plus one). The chair is counted as a voting member in constituting quorum. However, as the presiding official of the committee, the chair does not move motions. Furthermore, the chair shall only vote when the vote is conducted by secret ballot or when it is necessary to break a tie. Appointment to a Royal College committee carries significant responsibilities and requires absolute discretion. Committee members shall not divulge, re-produce, or release any
confidential information except when authorized by the Royal College. Committee members are permitted to download a copy of committee materials for use solely for the purposes of the Committee. All downloaded materials must be deleted once used for the intended purpose.